



Electronic Services Cultural Missions E-Services

Ministry Portal

Academic Affairs System (35 services)

1. Student record addition
2. Student benefits management
3. Student academic reports management
4. Student language study reports management
5. Student enrollments management
6. Student academic major management
7. Scholarship period extensions management
8. Scholarship host country information management
9. Student academic warnings management
10. Scholarship academic degree upgrade
11. Student academic mission trips and conferences management
12. Scholarship postponements management
13. Student record closure
14. Student record reopening
15. Student transactions log
16. Student companions' information management
17. Student companions search
18. Student passport information management
19. Student bank account information management
20. Student contact details management
21. Student medical insurance information management
22. Student search
23. Student and group email dispatch
24. Checkup of a student file
25. Student notifications management
26. Student mission documents management
27. Student travel booking order management
28. Student reimbursements management
29. Student requests view
30. Scholarship standard form update
31. Student academic qualification information management
32. Student visa management
33. Student national id management
34. Student banking information management
35. Student financial guarantee management

Financial and Administrative System (10 services)

1. Services provided to cultural missions staff

- Mission staff information management
- Ministry employee information management
- Mission contractors information management

- Mission employees and contractors payroll management
- Mission employees overtime and missions management
- Mission staff financial information integration
- Mission check printing, reporting and management

2. Services provided to scholarships students

- Student payment roll preparation
- Student reimbursement roll preparation
- Mission payments transfer preparation

Cultural Mission Workflow System (27 services)

1. Process request to join scholarship program
2. Process student reimbursement request
3. Process students' scholarship upgrade request
4. Process financial guarantee
5. Process request to end scholarship
6. Process student request to participate at a seminar or a conference
7. Process request to join again the scholarship program
8. Process request to extend scholarship period
9. Process an academic mission trip request
10. Process student request to postpone a scholarship
11. Modify student basic information
12. Process request to change a guardian
13. Process student request to participate at a training course
14. Student academic qualification information management
15. Student benefits management
16. Student language study resumption
17. Student banking information management
18. Process student request to separate a companion scholarship
19. Process student request of companion/guardian scholarship continuation
20. Student companions' information management
21. Process request to move from study country
22. Process student request of a reference letter
23. Process request to modify scholarship start date
24. Student enrollments management



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25. Process a student excellence reward application
26. Process request to modify scholarship end date
27. Student travel booking order management

Cultural Missions E-Services Number of services is : 97